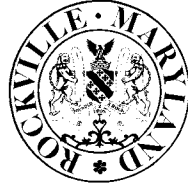


Agenda Item #1: Review and Approve Minutes



MINUTES CITY OF ROCKVILLE TRAFFIC AND TRANSPORTATION COMMISSION

Boards & Commissions Conference Room

Meeting No. 08-04

August 24, 2004, 7:30 p.m.

Commissioners Present: Richard Resnick, Chairman
Ephrem Asebe Elizabeth Crane
Alice Filemyr Stanley Klein
Alan Levine Jon Oberg
Amy Rosselle
City Staff: Katherine Kelly

1. Review and Approve Minutes

- a. *Minutes from the June 2004 meeting were approved.*

2. Review of Staff Report

- a. Commissioner Crane noted that the pedestrian push button at Shady Grove/Choke Cherry is broken, with protruding wires. Staff will notify County about this.
- b. Commissioners requested a copy of the BMI Town Center capacity study be sent to them when it is completed.
- c. Commissioners requested a copy of the letter sent to SHA from staff regarding intersection improvements.

3. Staff Updates: CTR and Parking Permits

- a. Staff presented an overview of issues raised during the August 2, 2004 presentation of the CTR to the Mayor & Council.
 - Commissioners discussed relation of Transportation Master Plans and long-term capacity analyses, and how these are updated and calibrated.
 - Commissioners suggested that staff discuss origin-destination concepts, as well as regional growth factors, during the next Mayor & Council session on the CTR.
 - Commissioners agreed to the Mayor & Council's suggested revision to the CTR whereby the Traffic & Transportation Commission provide comments on new developments generating more than 150 new trips. Previously the trigger was 700 new trips.

Agenda Item #1: Review and Approve Minutes

- Staff is working with the Planning and Legal departments to respond to issues raised by the Mayor & Council. Commissioners requested a copy of these responses.
- b. Parking Permits: A draft memo regarding the establishment of parking permit zones throughout the City was presented to Commissioners and they had the following comments:
 - Clarify the rationale for creating parking zones (i.e., the difference between the current and proposed methods for creating parking zones). Item 1 in the Memo is not clear with regard to the proposed advantage of the establishment of parking zones.
 - Does the Traffic & Transportation Commission's proposed responsibility for issuing decisions on the designation of permit parking areas (for those requests made by more than 15 households) require a change in the Commission's charter, since they are an *advisory*, and not an *approving* body? This is a quasi-judicial decision and would require that the Traffic & Transportation Commission has the authority to do so.
 - Would there be a cap on the amount of permit parking allowed in the City? Would there be a cap or certain percentage of permit parking allowed in a zone?
 - How would the permits be managed? What would be the process for enforcement?
 - Would there be restrictions on the number of permits allowed per household (i.e., a limit of two cars, three cars, etc.)? How would the determination be made for households with more than one car?
- 4. Approve Memorandum: Collision Reconstruction Reports
 - a. Grammatical changes were made to the draft memo. Staff will incorporate the changes and send the amended memo to Mayor & Council.
 - b. Commissioners requested that the City provide its inventory of accident data at the next meeting.
- 5. Streetlight Maintenance
 - a. Based on Bill Meyer's presentation to the Commission in June, Chair Resnick agreed to draft a memo to Mayor & Council. Mr. Meyer had suggested the following:
 - A concerted effort by Mayor and Council to create partnerships and research possible shared maintenance and supply costs, perhaps with the Maryland Municipal League
 - Ask PEPCO if they hand over the wood poles to the City and the City maintains
- 6. Town Center Update
 - a. Status of pedestrian access
 - Staff presented architectural and engineering sketches for pedestrian access from N. Washington to the extended Maryland Ave.

Agenda Item #1: Review and Approve Minutes

- Commissioners requested an update on the status of pedestrian access from the Maryland Ave. extension to MD355.
- b. Public Outreach for Traffic Calming
 - Staff presented a draft timeline and strategy for outreach to areas surrounding Town Center.
 - The following Commissioners will attend meetings and/or charettes for the different areas surrounding Town Center and provide updates to the Commission:
 - West/South = Elizabeth Crane
 - West/North = Jon Oberg
 - West/West = Amy Rosselle
 - East Rockville = Ephram Asebe
- c. Project Status
 - Chair Resnick stated that Town Center Phase II (north of Beall Ave.) has been discussed conceptually with citizens, but the development has not been approved.
 - Staff will provide a schedule of development phases for Town Square at the next meeting.

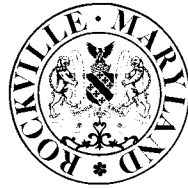
7. Other

- a. Commissioner Oberg inquired about the status of the City's letter to SHA regarding intersection improvements, particularly MD355/King Farm Blvd. He shared an email response from an SHA District Engineer that states that they will not implement a crosswalk on the North leg of that intersection. It was agreed that if the City's letter has not been sent, a new version would need to be drafted.
- b. Commissioner Oberg and others inquired about the status (approval of permits) of the Market Square/Rockville Gateway development and stressed that this development is a good opportunity to implement the CTR component of inter-jurisdictional coordination. They stressed the importance of pedestrian connections between Rockville and Gaithersburg.
- c. Commissioner Levine noted a grammatical correction to the City Bike Map.
- d. Commissioner Crane shared information about the Pace Car program (see: www.peds.org/prog_pace.htm).
- e. Commissioner Oberg shared a series of emails from the King Farm list serve (see Attachment).

Adjournment: The meeting was adjourned at 10:00 p.m.

Agenda Item #2.a. Staff Report and Updates: Staff Report (Weekly)

Agenda Item #2.b. Staff Report and Updates: Permit Parking



City of Rockville

September 21, 2004

TO: Catherine Tuck Parish, Acting City Manager

FROM: Sandra Marks, Civil Engineer I-Traffic and Transportation Division
Christopher Delfs, Intern- Traffic and Transportation Division

VIA: Eugene H. Cranor, Director of Public Works
Larry Marcus, Chief, Traffic and Transportation Division

SUBJECT: Designation of Permit Parking Areas

The Transportation staff has been working with the Police, Neighborhood Services, Traffic and Transportation Commission, and the Legal staffs to streamline Permit Parking Procedures. These efforts aim to make parking enforcement easier for the City Police and to improve the administrative process for designating new permit parking areas. In pursuit of these goals, staff proposes the creation of pre-approved parking zones and adaptation of the legal procedure for approving new permit parking areas.

According to the current provisions contained in Section 23-44 of the City of Rockville Code, residents of a specific area (such as a neighborhood street) may petition the City to designate such area as a permit parking area. If at least fifty-one (51%) percent of the households within this area – comprising greater than fifteen (15) homes - concur with the request for the establishment of a new permit parking area or the expansion of an existing permit parking area, then the Mayor and Council must consider the request and make a formal decision according to nine (9) criteria detailed under Section 23-44(b).

Currently, prior to each designation of a new permit parking area, the Mayor and Council must conduct a public hearing, at which time, any interested party may appear and be heard.

An exception to this process is allowed when fifteen (15) or fewer households request expansion of an existing permit parking district. In these cases, deemed minor modifications, the City Manager may approve designation without a public hearing.

In order to streamline the process, staff recommends that permit parking designation proceed in the following way:

1. Following a public hearing and appropriate citizen notification, the -Mayor and Council will approve pre-determined permit parking zones with logical

Agenda Item #2.b. Staff Report and Updates: Permit Parking

boundaries, which will together cover the entire geographical jurisdiction of the City of Rockville. The current system for creating a new permit parking area (apart from existing areas) effectively requires the formation of a new zones each time a petition is approved. As a result, City staff must issue and track an increasing number of permit types and zones. By establishing preset boundaries, the City provides a limited number of zones into which new permit parking areas will be incorporated. The proposed new system of classification simplifies both the administration of permit parking and the subsequent enforcement.

2. Within each permit parking zone, fifty-one (51) percent of households in a specific area may request permit parking designation for that area. However, when more than fifteen (15) households petition for permit parking designation, the request will be directed to the Traffic and Transportation Commission rather than the Mayor and Council. The Traffic and Transportation Commission shall assume responsibility for issuing decisions on the designation of permit parking areas according to the existing nine criteria under Section 23-44(b).
3. The Traffic and Transportation Commission shall conduct the public hearing generally consistent with the current criteria under Section 23-44(c). However, the new process will deviate slightly from the current ordinance in that the Traffic and Transportation Commission shall be required to give written notice of proposed changes to residents and real estate owners not only within the proposed permit parking area but also to those residents and owners or property located adjacent and contiguous to the proposed permit parking area.
4. When fifteen (15) or fewer households petition for the designation of a permit parking area within an approved parking permit zone, City staff shall make findings without involvement of the Traffic and Transportation Commission. City staff shall follow the regulations for public notification and findings as established in the current ordinance.
5. In cases of more than fifteen (15) households: any party aggrieved by the findings and determinations of the Traffic and Transportation Commission may file an appeal with the City Board of Appeals.
6. In cases of fifteen (15) or fewer households: any party aggrieved by the findings and determinations of City Staff may file an appeal with the Traffic and Transportation Commission. The determinations of the Traffic and Transportation on such appeal may thereafter be appealed to the Board of Appeals.

The proposed procedure outlined in this document effectively removes the burden of permit parking designation from the Mayor and Council. However, should the Mayor and Council wish to maintain some role in the process, they could serve as part of the appeals process.

Agenda Item #2.b. Staff Report and Updates: Permit Parking

According to its current Charter, the Traffic and Transportation Commission operates as an advisory body. Therefore, in order for the Traffic and Transportation Commission to assume responsibility for permit parking designation, the Mayor and Council will have to adopt an ordinance that confers authority on the Commission to hear and decide petitions for the creation of permit parking areas.

If this proposed revised process is acceptable to the Mayor and Council, the City Attorney's Office will prepare appropriate amendments to Section 23-44 of the City of Rockville Code to reflect the desired changes.

SM/CD/kz

Cc: Sondra Block, Assistant City Attorney
Terry Treschuk, Chief of Police
Lee Potter, Support Service Manager, Police Department
Traffic and Transportation Commission

KZ\H:\Files\Delfs\Parking Permit Memo - Final Draft.doc

Agenda Item #2.c. Staff Report and Updates: Town Square Development Schedule and Phases

Town Center Time Line - Building Toward the Future

Future dates are estimates

1995	Rockville Mall Demolished
2000-2001	Regal Cinema / Restaurant Row Opens (E. Montgomery Avenue)
July 18, 2001	Mayor and Council Hold 1st Public Hearing on Town Center Plan
October 2001	Town Center Master Plan Adopted
Winter 2001-02	Preliminary Site Design and Negotiation Begins
December 2002	Non-Binding Agreement Between City, Montgomery County Executive and Federal Realty Investment Trust
February 2003	Draft Design Guidelines and Rockville Regional Library Design Presented to Public. Televised on the Rockville Channel, TRC11.
March 2003	Design Guidelines and Acquisition of Shopping Center on N. Washington St. Approved
May 2003	Maryland Board of Public Works Approves \$1 Million to Help Fund Town Center Parking Garage
July 10, 2003	RDRockville, LLC, under its entities S. J. Ross Development and DANAC Corporation, Named Residential Co-Developer
September 9, 2003	City, Federal Realty, Montgomery County and RD Rockville Sign Town Center General Development Agreement
December 12, 2003	Montgomery County Approves \$12 Million to Help Fund Town Center
March 2004	Parking District Created
June 15, 2004	Town Square Groundbreaking
July 2004	All businesses relocated; construction fence erected; demolition begins
August 2004	Demolition of strip shopping center on North Washington Street. Site grading begins. Pad site for Rockville Regional Library prepared.
Fall 2004	Public improvements (subgrade) work begins, including utilities installation, below surface roadwork, foundations and grading
Winter 2004-Spring 2005	Significant construction begins, including start of construction of new Rockville Regional Library by Montgomery County
Fall 2006	New roads (Newmarket Street and Maryland Avenue Extended) open. First retail stores to open.
Late Fall 2006	Opening of Library, Public Town Square, First Public Parking Garage and Retail and Residential Projects

For more information and details, including construction and truck phasing, see: <http://www.rockvillemd.gov/towncenter/index.html>

Agenda Item #2.d. Staff Report and Updates: Town Center Traffic Calming Strategy and Schedule

Draft Announcement for Rockville Reports:

City of Rockville staff is developing a process to work with citizens to lessen cut-through traffic and improve safety and mobility in neighborhoods surrounding Town Center. An increase in traffic and development around this area requires a review of existing and future conditions, in order to protect and preserve the residential character of neighborhoods. To that end, a three-step process is being enacted.

As a first step, City staff has identified four neighborhoods surrounding Town Center (see attached map). City staff is contacting Neighborhood, Community, and Homeowner Association leaders in each of these neighborhoods to help identify interested citizens to serve as steering committee members. By mid-Fall, one steering committee will be established for each neighborhood. This group of 5-7 citizen representatives will work with City staff to devise initial draft plans for traffic calming in their neighborhoods.

Once the initial draft plan is devised, notification will be sent to all citizens of that neighborhood to participate in the second step of this process, which entails participation in a full neighborhood charette (a “brainstorming” process). The goal of the charette is to present the initial draft plan and ask for your feedback, and to reach consensus on a final draft plan for each your neighborhood.

The third step will be a Citywide charette. Following the charettes for each neighborhood, all citizens from the different neighborhoods will be called together for a larger charette. The purpose of this charette will be to present the different neighborhood draft plans and determine the positive and negative effects of one neighborhood’s recommendations on another. Ultimately, the goal is to create a transportation *system* that provides balanced solutions and does not negatively favor or impact one neighborhood over another.

We hope this information has been informative and helpful. We encourage that you join your neighborhood’s steering committee and/or to attend the charettes.

Frequently Asked Questions:

Q. How can I join a Steering Committee?

A. If you are interested in serving as a Steering Committee member, contact your Civic, Neighborhood, or Homeowner Association leader or one of the City’s Neighborhood Resource Coordinators (contact info below). Citizens are invited to attend meetings of steering committees other than those in their own neighborhood, but there will be strict guidelines to adhere to the topics affecting that neighborhood’s issues at that time.

Q. If citizens from other communities are invited to Steering Committee meetings and the charette for my community, won’t the discussion about my community be side-tracked?

A. City staff and Steering Committee representatives will note all comments from citizens. City staff will agree to take note of issues from other communities for discussion during that community’s Steering Committee meeting or charette, or at the Citywide charette.

Q. What are different potential transportation solutions?

Agenda Item #2.d. Staff Report and Updates: Town Center Traffic Calming Strategy and Schedule

A. Transportation improvements might consist of physical traffic calming facilities such as speed humps, bum-outs, diverters, traffic circles, street narrowing, curb installation, parking enclaves, etc. Signage that prohibits left and right turns is another option. Sidewalk and bicycle facilities provide better access and can help improve pedestrian and bicycle safety.

Q. Who do I contact for further information?

A.

- Chris Bartlett- Sr. Neighborhood Resources Coordinator,
240-314-8342, cbartlett@rockvillemd.gov
- Dwayne Jenkins- Neighborhood Resources Coordinator,
240-314-8343, djenkins@rockvillemd.gov
- Telly Whitfield- Neighborhood Resources Coordinator,
240-314-8344, twhitfield@rockvillemd.gov
- Katherine Kelly - Transportation Planner,
240-314-8527, kkelly@rockvillemd.gov

Agenda Item #2.e. Staff Report and Updates: Town Center Capacity Study Report



City of Rockville

MEMORANDUM

September 13, 2004

TO: Catherine Tuck Parrish, Acting City Manager

FROM: Larry Marcus, Chief of Traffic and Transportation Division
Jim Wasilak, Chief of Long Range Planning

SUBJECT: Town Center Roadway Capacity Study

With the potential for further development and redevelopment in Town Center, it is important that the City of Rockville understand the cumulative impacts on City infrastructure. Infrastructure needs are typically evaluated at specific times in the planning and development process. For example, the sewer capacity in the Cabin John watershed, which serves most of Town Center, has been evaluated in recent years. This memorandum focuses on the transportation infrastructure in Town Center, which has been a continuing concern.

To make decisions about future growth, the traffic impacts on the downtown core and on nearby residential neighborhoods must be identified, evaluated and considered. The overall downtown planning effort will focus on the promotion of high quality, mixed-use development with an attractive pedestrian environment and adequate traffic circulation.

In order to study the transportation impacts on development in the Town Center, the City has hired a consultant to examine roadway capacity in Town Center. The consultant analyzed 25 intersections in the Town Center and along key access routes to the Town Center under 5 scenarios; existing, background, and 3 development scenarios. The emphasis of the study was the analyses of the traffic impacts generated by three potential future year development scenarios, while accounting for both existing and background conditions. The aim of the study is to understand existing, background and future conditions, identify failures in the network and identify potential solutions.

Existing and Background Conditions

In May 2003, City staff completed a comprehensive traffic study that summarized existing and future traffic conditions. Data collected for this study was used as the basis for the Town Center Roadway Capacity Study. Background conditions account for existing and approved but unbuilt development, as well as projected growth in pass-through traffic from other areas both inside and outside the City.

Agenda Item #2.e. Staff Report and Updates: Town Center Capacity Study Report

Future Development Scenarios and Assumptions

The three Town Center development potential scenarios considered all parcels within the Town Center Planning Area with development or redevelopment potential. All three scenarios include three categories of projects: 1) pipeline projects, or projects that have already received approval but are not yet built; 2) pending projects, or projects that have been submitted to the City for review that have not yet been approved; and 3) potential redevelopment projects on parcels that have potential for redevelopment. For all improved properties, the existing development was factored out to result in a net gain of development. Given that existing zoning permits a wide range of uses, development assumptions were made to include ground floor retail and either office or residential in upper stories.

All scenarios consider approved pipeline projects as they are currently approved. This includes Rockville Center, Rockville Metro Plaza and the redevelopment of the Bank of America building, among others (see table below).

Pipeline Development: Rockville Town Center

Project	Office (sf)	Retail (sf)	Other (sf)	Multifamily residential
Town Square	6,600	145,000	14,000	658 du
Rockville Regional Library	34,174	3,500	64,848	0
21 Church Street	93,450	0	0	0
Rockville Metro Plaza	374,000	21,000	0	0
Rockville Center	1,252,211	103,235	0	117 du
The Westchester Apartments	0	0	0	222 du
Sandy Spring Bank	140,044	18,394	0	0
Bank of America	0	6,549	0	325 du
Total	1,900,479	297,678	78,848	1,322 du

All scenarios also included the pending project in Town Center, the Archstone First Street apartments (192 units). Note that the amendment to the Rockville Center project, which would substitute 299 multifamily units for 363,000 square feet of office space, was considered a likely scenario rather than a pending development.

The potential redevelopment portion of the scenarios considered all parcels with at least some development potential, while excluding those which will likely not redevelop (i.e., The Americana Center, The Victoria, etc.) and those with pending or proposed development approvals. Note that properties in the Phase II Town Center area were assumed to be developed per the recommendations in the draft Plan in Scenarios 1 and 2, with Scenario 3 including maximum development under existing zoning.

Agenda Item #2.e. Staff Report and Updates: Town Center Capacity Study Report

Scenario 1

Scenario 1 included all of the currently approved pipeline development, as well as pending development as proposed. Note that the Rockville Center amendment was not included as a pending development in this scenario. The project was included as currently approved. Potential redevelopment parcels were added with a “likely scenario” for each parcel, based on recent development trends, as opposed to maximum development under the existing zoning.

Scenario 2

Scenario 2 can be considered the likely scenario of development for all parcels. It includes some modifications to multiple phase developments such as Rockville Center (the amendment as proposed) and Rockville Metro Plaza, which are potential conversions of office space to residential. All other parcels are included as likely scenarios, similar to Scenario 1.

Scenario 3

Scenario 3 included pipeline and pending development, as well as the maximum amount of development permitted under current zoning on other parcels. General land use was assigned per the Town Center Master Plan, in terms of office or residential as the primary use on parcels.

Scope of the Study:

The major milestones for the study include:

1. Data collection and level of service calculations (complete)
2. Identification of impacts (complete)
3. Identification of potential improvements
4. Feasibility of improvements
5. Determination of which improvements are desirable

The following 25 intersections were studied:

1. Route 28 and Laird Street
2. Route 28 and Great Falls Road
3. Great Falls Road and Maryland Avenue
4. Route 28 and Washington Street
5. Route 28 and Maryland Avenue
6. Route 28 and Monroe Street
7. Route 28 and Nelson Street
8. Route 28 and Rockville Pike
9. Route 28 and First Street
10. First Street and Baltimore Road
11. Rockville Pike and First Street
12. Rockville Pike and Richard Montgomery Drive
13. Rockville Pike and Church Street
14. Rockville Pike and Middle Lane
15. Rockville Pike and Mannakee Street
16. Rockville Pike and Beall Avenue
17. N. Stonestreet Avenue and Park Road
18. S. Stonestreet Avenue and Park Road

Agenda Item #2.e. Staff Report and Updates: Town Center Capacity Study Report

19. N. Washington Street and E. Montgomery Avenue
20. N. Washington Street and Middle Lane
21. N. Washington Street and Beall Avenue
22. N. Washington Street and Martins Lane
23. N. Washington Street and Rockville Pike
24. Maryland Avenue and Middle Lane
25. Maryland Avenue and Beall Avenue

Progress on Roadway Capacity Analysis:

Data gathered includes turning movement count data, lane configurations and critical lane volume (CLV) analyses at the 25 intersections in the study area. Congestion levels have been identified and summarized by the consultant for the background, existing and 3 development scenarios including levels of service (LOS) and failing movements.

Staff is reviewing the congestion level data and working with the consultant to identify specific impacts (specific failing movements at intersections) and potential solutions.

Once potential solutions are identified, feasibility studies, including ROW acquisition, cost estimates and jurisdictional coordination will be conducted. This portion of the analysis will take time in order to conduct concept planning and revised traffic calculations, and basic cost estimates in order to have the necessary information for the Mayor and Council to determine their plan of action.

The consultant is finalizing a computer simulation model that will evaluate the downtown street system. Simulation techniques provide a truer estimate of traffic performance and can inform us about vehicle travel times, average speeds, delays, queue lengths and other measures of effectiveness. This information will provide staff an additional level of detail in identifying impacts and potential solutions.

At a minimum, staff will need to do preliminary survey work, basic concept design, confirm land records and rights-of-way, coordinate with other jurisdictions for each of the intersections and corridors where improvements are recommended. This will involve a lot of staff time and may take several months to complete.

After all analyses have been finalized, staff will present the Mayor and Council with recommendations in order for them to determine an action plan for implementing recommendations from the study.

Attachments

1. Town Center Development Potential Scenarios
2. Map of Study Area

Agenda Item #2.f. Staff Report and Updates: Letter Sent to SHA re: Intersection Improvements

August 25, 2004

Mr. Charlie K. Watkins
District Engineer
Maryland Department of Transportation
Maryland State Highway Administration
9300 Kenilworth Avenue
Greenbelt, MD 20770

Dear Mr. Watkins:

The City of Rockville's Traffic and Transportation (T&T) Division, in coordination with Montgomery County's Manager of Transportation Systems Engineering, has recently evaluated the level of pedestrian safety at signalized intersections throughout the City. The intersections have been evaluated based on a pedestrian rating system established by the City that reviews existing physical infrastructure, traffic conditions, access to surrounding land uses, and street lighting.

Attachment A shows existing conditions and requested improvements at eight intersections in Rockville. The City's Traffic & Transportation Commission, a citizen advisory group, worked with T&T Division staff to review and identify the top ten "priority" intersections that were deemed the least safe. Following this exercise, the City and the County's Manager of Transportation Systems Engineering conducted field visits to these sites to determine the amount and feasibility of improvements needed to make the intersections safer. Based on the visits, it was determined that certain improvements were not feasible and the list was decreased from ten to eight intersections.

The City requests the State Highway Administration's support for improvements detailed in attach A. In an effort to expedite the process to improve pedestrian safety at these intersections, the City offers and formally requests for permission to schedule and complete the detailed improvement work. We request that the State Highway Administration agree to reimburse the City for improvement work, at a total cost not to exceed \$50,000. The City would provide invoices to State Highway Administration incrementally as work is completed or as a one-time invoice, whichever is preferred by State Highway Administration.

Additionally, City and County staff express support for Mr. Jon Oberg's request for the installation of a crosswalk on the north leg of King Farm Blvd. and MD355 (see Attachments B). Please note that this intersection was rated one of the top eight priority intersections based on the City's rating system and field visits with the County. We feel that the requested pedestrian safety measures are still warranted. In the meanwhile, we express our thanks for your scheduling the installation of a crosswalk on the east leg and a pedestrian countdown signal on the south leg.

Agenda Item #2.f. Staff Report and Updates: Letter Sent to SHA re: Intersection Improvements

Sincerely,

Lawrence J. Marcus
Chief, Traffic & Transportation
City of Rockville

cc: Bruce Mangum, Montgomery County DPW&T
Eugene H. Cranor, Director of Public Works, City of Rockville
Emad Elshafei, Engineer II, City of Rockville
Katherine Kelly, Transportation Planner, City of Rockville
Mr. Jon Oberg

Agenda Item #2.f. Staff Report and Updates: Letter Sent to SHA re: Intersection Improvements

ATTACHMENT A: CITY OF ROCKVILLE PRIORITY INTERSECTIONS

King Farm Boulevard and MD355/Frederick Road: North Leg

Street Classification: Major

Surrounding Land Use(s): Transit, Residential, Commercial

Existing Facilities: Median, No Crosswalk, No Pedestrian Signal

Existing Facilities at Other Legs of the Intersection:

- South Leg = Crosswalk, pedestrian signal
- East Leg = No pedestrian facilities
- West Leg = Pedestrian Refuge, pedestrian signal

Problem: No facilities, is a major pedestrian crossing

City Staff Request: **Installation of pedestrian signal and crosswalk**

County Staff Response: Concurs with City Staff Request

King Farm Boulevard and MD355/Frederick Road: East Leg

Street Classification: Service Road

Surrounding Land Use(s): Transit, Residential, Commercial

Existing Facilities: None

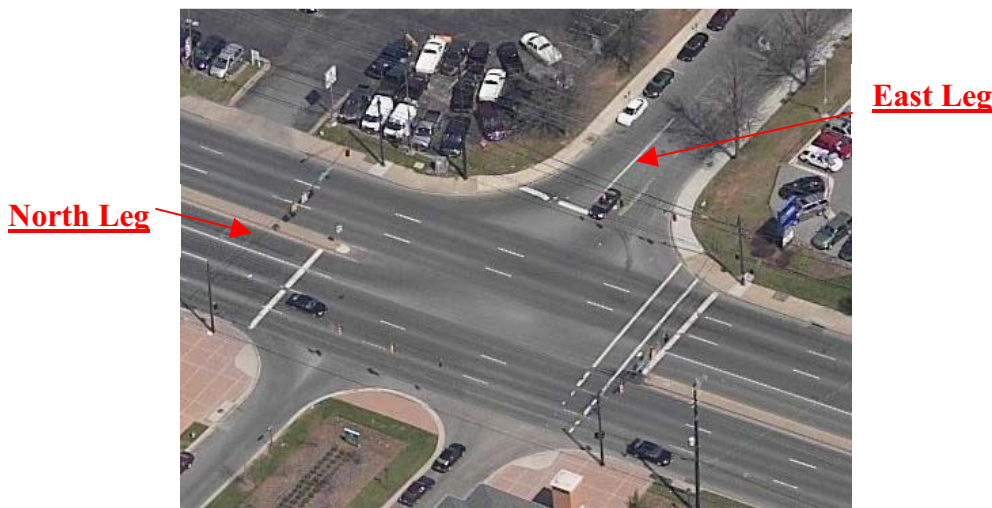
Existing Facilities at Other Legs of the Intersection:

- South Leg = Crosswalk, pedestrian signal
- North Leg = No pedestrian facilities
- West Leg = Pedestrian Refuge, pedestrian signal

Problem: No facilities, is a major pedestrian crossing

City Staff Request: **Installation of pedestrian signal and crosswalk**

County Staff Response: Concurs with City Staff Request



Agenda Item #2.f. Staff Report and Updates: Letter Sent to SHA re: Intersection Improvements

North Washington Street and MD 355/Hungerford Drive: Southwest Leg

Street Classification: Business District/Major

Surrounding Land Use(s): Commercial, Residential

Existing Facilities: None

Existing Facilities at Other Legs of the Intersection:

- South Leg = Crosswalk, Pedestrian Signal
- East Leg = Crosswalk, Pedestrian Signal
- North Leg = No pedestrian facilities

Problem: No pedestrian facilities, leads to residential and commercial

City Staff Request: **Installation of pedestrian signal and crosswalk**

County Staff Response: County agrees that stop bar on West side can be moved back as part of the work accomplished by SHA in adding pedestrian signals.

North Washington Street and MD 355/Hungerford Drive: Northwest Leg

Street Classification: Business District/Major

Surrounding Land Use(s): Commercial

Existing Facilities: Hot right, pedestrian refuge island

Existing Facilities at Other Legs of the Intersection:

- South Leg = Crosswalk, Pedestrian Signal
- East Leg = Crosswalk, Pedestrian Signal
- North Leg = No pedestrian facilities

Problem: Has a channelized right, no crosswalk

City Staff Request: **Installation of pedestrian signal and cross-hatch crosswalk.**

County Staff Response: Concurs with City staff request.

Northwest Leg



Southwest Leg

Agenda Item #2.f. Staff Report and Updates: Letter Sent to SHA re: Intersection Improvements

Redland Boulevard and MD355/Frederick Road: South Leg

Street Classification: Major

Surrounding Land Use(s): Transit, Residential, Commercial

Existing Facilities: Median

Existing Facilities at Other Legs of the Intersection:

- North Leg = Crosswalk, Pedestrian Signal
- East Leg = Crosswalk, Pedestrian Signal
- West Leg = Crosswalk, Pedestrian Signal

Problem: No Pedestrian facilities

City Staff Request: **Installation of pedestrian signal and crosswalk**

County Staff Response: Concurs with City staff request



South Leg

Rockville Pike/ First Street/ Wootton Parkway: South Leg

Street Classification: Major

Surrounding Land Use(s): Transit, Commercial

Existing Facilities: None.

Existing Facilities at Other Legs of the Intersection:

- North Leg = Cross-hatch crosswalk, pedestrian signal
- East Leg = Crosswalk and pedestrian signal
- West Leg = Crosswalk and pedestrian signal

City Staff Request: **Installation of crosswalk, pedestrian signal, and pedestal for pedestrian signal.**

County Staff Response: The installation of a crosswalk, pedestrian signal, and pedestal for pedestrian signal is do-able and would not negatively affect traffic operations. The cost of installation, however, may be prohibitive considering the current surrounding land uses and lack of destinations for pedestrians at this leg of the intersection.



South Leg

Agenda Item #2.f. Staff Report and Updates: Letter Sent to SHA re: Intersection Improvements

Shady Grove Road and Fallsgrove Boulevard: North Leg

Street Classification: Major

Surrounding Land Use(s): Transit, Residential, Commercial

Existing Facilities: Median

Existing Facilities at Other Legs of the Intersection:

- South Leg = Crosswalk, Pedestrian Signal
- East Leg = Crosswalk, Pedestrian Signal
- West Leg = Crosswalk, Pedestrian Signal

Problem: No pedestrian facilities and pedestrian buttons are inaccessible

City Staff Request: **Installation of pedestrian signal and crosswalk¹**

County Staff Response:

- County feels that installation of a pedestrian signal and crosswalk will have a negative impact on traffic operations along Shady Grove Road.
- County has agreed to correct the pedestrian button height on the north side (NW corner).
- County requests that City installs conduit and relocate the pedestrian button on the SW leg of this intersection (currently inaccessible due to brickwork installed by developer).



West Gude Drive and MD355/Frederick Road: South Leg

Street Classification: Major

Surrounding Land Use(s): Commercial

Existing Facilities: Crosswalk, pedestrian signal

Existing Facilities at Other Legs of the Intersection:

- North Leg = No pedestrian facilities
- East Leg = Crosswalk, pedestrian signal
- West Leg = Crosswalk, pedestrian signal

Problem: Crosswalk is portion of the Millennium Trail and is very badly worn.

City Staff Request: **Re-stripe crosswalk.**

County Staff Response: *This intersection leg was not reviewed by County staff.*



¹ City staff conducted pedestrian counts at this intersection on July 15, 2004 from 11:30 a.m. to 1:00 p.m. The **highest volumes of pedestrian crossings took place on the one intersection leg (north leg) that currently does not have a crosswalk.** Results are as follows:

- 25 pedestrians crossed the north leg westbound (toward Medical Center)
- 32 pedestrians crossed the north leg eastbound (toward Fallsgrove)
- 9 pedestrians crossed the south leg westbound
- 6 pedestrians crossed the south leg eastbound
- 1 pedestrian crossed this intersection using the existing crosswalks to reach the Medical Center from Fallsgrove (i.e., beginning at the northeast corner, proceeding south across Fallsgrove Blvd. to the southeast corner, crossing Shady Grove Rd. to the southwest corner, then proceeding north across Medical Center Way to the northwest corner).

Agenda Item #2.f. Staff Report and Update: Letter Sent to SHA re: Intersection Improvements

ATTACHMENT B: E-MAIL REGARDING MD355/KING FARM BLVD.

-----Original Message-----

From: CHARLIE WATKINS [mailto:CWatkins@sha.state.md.us]
Sent: Monday, August 23, 2004 2:29 PM
To: Joberg@aol.com
Subject: MD 255 @King Farm Road - Pedestrian Issues

Dear Mr. Oberg:

This is in further response to your email regarding pedestrian safety at the subject location. I would like to thank you for taking the time to meet our traffic engineers at the site. Please let me assure you that the safety of pedestrians and motorists is of paramount importance to the State Highway Administration (SHA).

My traffic engineering staff has reevaluated the subject intersection based on the suggestions you provided as well as further field visits, and I would like to share the observations with you. The timing for the pedestrian phase on the south leg of the intersection was checked. At present, the controller allows a total of 29 seconds in two phases (Walk and Flashing Don't Walk) for crossing MD 355. This meets our current standards by which we allow walk time such that a pedestrian walking at an average pace of 4 feet per second can safely traverse the intersection.

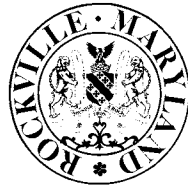
You also requested us to look into the possibility of providing a crosswalk across the north leg. A traffic count conducted at this site showed high pedestrian compliance for the present crosswalk configuration. Most people cross MD 355 on the south leg, but we do agree that for most commuters who walk to and from the King Farm Development to the Shady Grove Metro Station, the alignment of the present crosswalk can be puzzling as the natural path from the Metro Station leads them to the northeast corner of the intersection where there is no crosswalk. To alleviate this problem, we will be installing a crosswalk across the east leg of King Farm Boulevard. However, we are unable to comply with your request for a crosswalk across the north leg on MD 355 due to the high number of u-turning vehicles at this leg. Please understand that your safety as well as that of other commuters is of the utmost importance to us. We are recommending pedestrian countdown signals on the south leg of MD 355 to assist pedestrians in making an informed choice before stepping off the curb.

Thank you again for your e-mail. Your suggestions help us in making our roads safer for all. If you have any further questions, please do not hesitate to contact me or my Assistant District Engineer for Traffic, Lee Starkloff, at 301-513-7359 or 1-800-749-0737.

Sincerely,

Charlie K. Watkins
District Engineer

Agenda Item #2.g. Staff Report and Update: Comprehensive Transportation Review (CTR)



City of Rockville

M E M O R A N D U M

August 6, 2004

TO: Catherine Tuck Parrish, Acting City Manager

FROM: Lawrence Marcus, Chief of Traffic & Transportation
Katherine Kelly, Transportation Planner I

VIA: Eugene H. Cranor, Director of Public Works

SUBJECT: Comprehensive Transportation Review (CTR) Issues

During the August 2, 2004 Mayor & Council General Session, and following Discussion & Instruction with Mayor & Council on May 10, 2004, Traffic & Transportation staff presented an updated version of the Comprehensive Transportation Review Methodology (CTR) for policy approval. During that meeting Mayor & Council raised questions and concluded not to approve the CTR at that time.

Issues raised during the August 2nd Session included aspects of the policy that pertain to 1) transportation planning and engineering; 2) types of approvals granted during the development review process; and 3) legal aspects regarding the length of time that an approved transportation study is applicable.

As requested by Mayor & Council, staff is providing responses to these issues in written form.

- Attachment A addresses the transportation planning and engineering aspects of transportation facilities.
- Attachment B addresses the timing of transportation reports as they relate to various types of approvals and the development review process.
- Under a separate and confidential memo to Mayor & Council staff of the Legal Office have also addressed these issues.

Agenda Item #2.g. Staff Report and Update: Comprehensive Transportation Review (CTR)

ATTACHMENT A: TRANSPORTATION PLANNING AND ENGINEERING

A. Review of Issues Raised at August 2, 2004 Mayor & Council Meeting:

1. Auto Study Area:

Mayor & Council: A question was raised regarding the methodology for determining the actual number of intersections included in an auto study area.

Staff Response: Based on the general development size and the number of trips generated by a site, the CTR provides a *minimum* number of intersections to be included in the study area (Table 5). Attachment A1 provides comparison of national, county, and City standards in determining the number of intersections included.

While using the general guidelines set forth in the CTR that are based on trips generated by the site and the size of the development, staff will take into account comments from citizens submitted between steps 4-5. Staff will determine the final study area, which may include additional intersections based on citizen input and not proposed during the scoping meeting.

2. Timing of Approvals, Triggers for Revised Transportation Analyses

Mayor & Council: Concerns were raised about triggers for potential traffic reassessments.

Staff Response: Staff responses to these concerns are addressed in Attachment B as well as the memo to Mayor & Council from Legal Office staff. The following provides general response from the Traffic & Transportation Division staff regarding this issue.

- a. Currently the CTR states that an updated or revised TR will be required if three years has passed from the time of initial acceptance of the original TR to the latest development application. Section II.D. of the CTR reads as follows:
“Once a TR has been accepted by the Traffic & Transportation Division, a new TR will not need to be submitted at subsequent phases of the development approval process provided that:
 - *The elapsed time from initial acceptance of the original [Transportation Report] TR to the latest development application does not exceed three years. If this time limit is exceeded, an updated or revised TR must be prepared in consultation with the Traffic & Transportation Division; and*
 - *There are no significant changes in site characteristics (e.g., development size, land use mix, access configuration). The Traffic & Transportation Division will determine if site characteristics have been changed sufficiently to warrant a revised TR.*
- b. Mayor & Council suggested changing the CTR so that a new TR would be required if:
 - the elapsed time from initial acceptance of the original TR to the latest development application exceeds **five** (not three) years

Agenda Item #2.g. Staff Report and Update: Comprehensive Transportation Review (CTR)

- an approving authority amends the initial or detailed permit

Note: Based on discussion following the 8/2/2004 meeting, staff suggests changing language in the CTR to state that the elapsed time from initial acceptance of the original TR to the latest development application does not exceed the horizon year of the original study.

- Additionally, Mayor & Council suggested that language be included to state that a governing body has the right to grant a waiver.

3. Mitigation

Mayor & Council: What happens to agreed-upon mitigation measures when a CPD or PDP is not fully built? Does the City end up “paying” for mitigation that is not implemented?

Staff Response:

Mitigation coincides with development building permits and general timeframes. For example, the Falls Grove development has two triggers for off-site traffic mitigation. The first trigger regulates the amount of dwelling units and commercial space that can be built based on how many off-site improvements have been completed. Second, all off-site improvements, regardless of the amount of units and space built, must be completed within a five (5)-year timeframe. The first trigger ensures that the transportation system is improved as new development is built. The second trigger guarantees that the City will not pay for other improvements in the study area.

4. Inter-Jurisdictional Coordination and Mitigation Commitments

Mayor & Council: Current CTR language states that auto and non-auto improvements that are within the study area(s) of the development but are outside of City boundaries, or are not controlled by the City, will require coordination with other jurisdictions. It was requested that the language be changed from “coordination” to “commitment”.

Staff Response: Language in the CTR can be changed to reflect this request.

Another inter-jurisdictional mitigation option is for the City to coordinate with Maryland State Highway Administration and Montgomery County Department of Public Works and Transportation to create a list of potential improvements on non-City owned streets in Rockville. Rather than, or in addition to, requiring on-site mitigation, refer the applicant to the list of Citywide projects. Based on the impact of the applicant’s potential development, they would be required to construct or provide financial contributions to the top priority projects.

5. Cap for Traffic & Transportation Commission Development Review

Mayor & Council: The (current) CTR standard of 700 new trips as a trigger for review by the Traffic & Transportation Commission is too high. Mayor & Council requested that the number be reduced to 150 new trips.

Agenda Item #2.g. Staff Report and Update: Comprehensive Transportation Review (CTR)

Staff Response: The Traffic & Transportation Commission has agreed to this request. Language in the CTR will reflect this change and staff will track the additional time this adds to the Development Review process.

B. Summary

The CTR is envisioned as an update to the Standard Traffic Methodology (STM). The STM contains a set of guidelines used to determine the amount and impact of auto traffic generated by a development. The CTR includes updated traffic guidelines as the STM but also includes guidelines for determining the adequacy of non-auto facilities. Approval of the CTR will provide, in a policy format, auto and non-auto standards for new developments. It will also allow staff the time needed to begin testing the impact of credits prior to the potential pending adoption of an Adequate Public Facilities Ordinance.

Staff believes the City would benefit greatly from the implementation of the CTR, as it would require developers to ensure a safe environment for pedestrians and protect communities from cut-through traffic. Also, it would allow the City to shift some of the financial responsibility of pedestrian safety and traffic calming challenges from the City CIP for the development review process.

Agenda Item #2.g. Staff Report and Update: Comprehensive Transportation Review (CTR)

ATTACHMENT A1: COMPARISON OF NATIONAL, COUNTY, AND CITY STANDARDS IN DETERMINATION OF INTERSECTIONS TO BE INCLUDED IN AUTO STUDY AREA

1. Institute of Transportation Engineers (ITE):²

Table 3-5. Suggested Study Area Limits for Traffic Impact Analyses

<u>Development</u>	<u>Study Area</u>
Fast-food restaurants	Adjacent intersection if corner location
Service station, with or without fast-food counter	Adjacent intersection if corner location
Mini-mart or convenience grocery with or without gas pumps	660 ft. from access drive
Other development with 200 or more trips during any peak hour	1,000 ft from access drive
Shopping center less than 70,000 ft	All signalized intersections and access drives within 0.5 miles from a property line of the site and all major unsignalized intersections and access drives with 0.25 miles.
Development w/peak-hour trips between 200 and 500 during peak hour	
Shopping center between 70,000 and 100,000 ft GLA	All signalized and major unsignalized intersections and freeway ramps within 1.0 miles of property line of the site
Office or industrial employees between 300 and 500	
Development w/peak-hour trips greater than 500	
Shopping center greater than 1,000,000 ft GLA	All signalized intersections and freeway ramps within 2.0 miles of a property line and all major unsignalized access (streets and driveways) within 1.0 miles of a property line of the site
Office or industrial employees greater than 500	
Development w/peak-hour trips greater than 500	

2. Montgomery County:³

The number of intersections to be included will be based upon the trips generated by the development under consideration (see Section II.A. for specific criteria regarding “land at one location”). As a general guideline, Table 2 indicates the number of significant signalized intersections from the site in each direction to be included in the traffic study, based on the maximum number of weekday peak-hour trips generated by the site, unless Transportation Planning staff finds that special circumstances warrant a more limited study. For large projects, i.e., greater than 750 peak-hour site trips, the number of intersections shall reflect likely future signalized intersections as determined by staff and the applicant.

² Transportation and Land Development. 2nd Ed. Institute of Transportation Engineers, 2002.

³ Local Area Transportation Review. Maryland-National Capital Parks and Planning Commission. 2004.

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Table 2: Signalized Intersections from Site in Each Direction to Be Included in a Traffic Study

Maximum Weekday Peak-Hour Site Trips	Maximum Number of Signalized Intersections in Each Direction
30 - 250	1
250 - 749	2
750 - 1,249	3
1,250 - 1,750	4
> 1,750	5

Transportation Planning staff, in cooperation with the applicant, will use judgment and experience in deciding the significant intersections and links to be studied. Interchanges (future) will be afforded special considerations, including ramps/termini being treated as signalized intersections. The urban areas of the county, including Central Business Districts and Metrorail Station policy areas, have more closely spaced intersections, suggesting that the major intersections be studied.

Transportation Planning staff will consider other factors in reaching a decision regarding the number of intersections to be included in the traffic study, such as:

- geographic boundaries; e.g., parks, interstate routes, railroads
- contiguous land under common ownership
- the type of trip generated; e.g., new, diverted, pass-by
- the functional classification of roadways; e.g., six-lane major highway

3. City of Rockville:

CTR guidelines are generally based on Montgomery County guidelines. The major difference between Montgomery County guidelines and the CTR is the inclusion of Step 3-5 of the CTR process, which provides opportunity for public input to the study area by citizens. After an initial scoping meeting with a development applicant, staff will notify citizens of the proposed study area (which includes intersections to be studied). A public comment period is then established, whereby citizens may comment on the proposed study area and include recommendations for additional intersections to be included.

Agenda Item #2.g. Staff Report and Update: Comprehensive Transportation Review (CTR)

ATTACHMENT B: APPROVAL TYPES AND DEVELOPMENT REVIEW



City of Rockville

M E M O R A N D U M

September 7, 2004

TO: Larry Marcus, Chief of Traffic and Transportation

FROM: Deane Mellander, Planner III

VIA: Robert J. Spalding, AICP, Chief of Planning

SUBJECT: Commentary on Comprehensive Transportation Review

Multi-Phase Use Permits

In reviewing text amendment TXT2004-00207, the Mayor and Council directed staff to provide for a supplemental traffic review for projects that exceeded the normal 8-year limit for multi-phase projects. It was staff's understanding that the Mayor and Council were looking at a mechanism whereby such projects could lose their approval if the traffic situation had changed substantially.

The concern is that at the time of review and approval, the project had to have received approval of a traffic study, either under the Standard Traffic Methodology (STM) or the new Comprehensive Transportation Review (CTR). Either of these review methods examines the nearby intersections to determine whether the projects create unacceptable impacts and, if so, what mitigation measures are needed to make the intersections safe and adequate.

The developers depend on a certain degree of "finality" in their project approvals in order to obtain acquisition and construction financing. Getting financing depends on a number of factors, chief of which is marketability—can the project pay for itself (and generate a profit) if it is built. As has been clear for several years now, the residential market has been very "hot". Projects like Falls Grove and King Farm have far exceeded their residential build-out expectations. The retail market has been decent, but the office market has been very soft. It is the latter reason that the applicant for the text amendment has requested consideration for extending the validity period for multi-phase projects from the current 8 years to as much as 14 years, depending on how much of the total approved floor area has been completed.

Agenda Item #2.g. Staff Report and Update: Comprehensive Transportation Review (CTR)

Under the County's APFO regulations, the validity period for building permits is between 5 and 12 years. Purely residential projects can extend their validity period if at least 50 percent of the building permits have been issued and the development submits a letter of intent to complete the project within a specified date.

For nonresidential development, an extension beyond 12 years may be granted in the County if:

- At least 40 percent of the project is built, under construction, or building permits have been issued such that the cumulative amount of development exceeds the following percentages;
- All of the required infrastructure has been completed or payments for construction made;
- The development is considered active, in that at least 10 percent has been completed within the 4 years preceding the extension request, or at least 5 percent of the project has been completed and 60 percent of the balance has been built or is under construction. The extensions must set a completion date, which must not exceed 30 months for projects of up to 150,000 square feet, or 6 years for projects of 150,000 square feet or greater.

In essence, a project such as Foulger-Pratt's would have up to 18 years to be completed under the County's regulations without having to do a new, full APFO evaluation. In our discussions on the City's proposed APFO, the staff had recommended a 15-year limit on completion of previously approved Special Development Procedure projects, with an automatic 5-year extension if all of the required public infrastructure improvements have been completed. The Mayor and Council could grant two additional 5-year extensions for good cause shown.

The staff believes that a local access traffic review could be justified after several years' time where a multi-phase project is involved. This could refine project-related impacts on the immediate surrounding area based on what has transpired in the meantime. The 8-year span, which would be the normal end of the validity period, would appear to be the logical trigger point for such a local review for multiple building use permits.

CPD's, PDP's and other Special Development Procedures

The issue of requiring a new traffic study for previously approved CPD's, PDP's and other Special Development Procedures is complicated by the nature of those approvals. Many of these approvals contain text that was approved by the Mayor and Council indicating that no further traffic studies will be required. Modification of these provisions through the CTR may not be possible. It is unusual for the guidelines for preparation and review of a transportation impact study to supersede the zoning ordinance or a resolution of approval that was passed by the Mayor and Council.

The relationship between certainty of mitigation requirements and the ability to fully develop a large-scale development is a larger concern for CPD's than multi-phase use

Agenda Item #2.g. Staff Report and Update: Comprehensive Transportation Review (CTR)

permits. The large scope of a CPD requires extensive infrastructure to be installed prior to development of the full site.

Impact on Development Review Process

The public outreach elements of the draft CTR will require more time for applicants to file a development application and longer staff review time before an application can be approved. The Traffic and Transportation Division is preparing estimates of how much time is expected to be added before an application is filed and during the staff review phase. Once the CTR is approved, these time estimates will be used to revise the development review process manual to increase the typical review times. In addition, development applications may require modification to formalize the presubmission steps.

Conclusions

If the underlying concern is whether or not there is an imbalance between development potential and adequacy of public facilities in the City, it would be best to re-visit the Citywide Master Plan. If the assumptions regarding zoning capacity vs. actual development potential need to be re-evaluated, that is the better forum, rather than try and do it piecemeal through use permit extension requests or the methodology for transportation impact studies.

On multiple building projects, especially larger projects, the entire impact is evaluated over a larger study area than if each building is reviewed individually. As a result, a larger number of transportation improvements are typically required. These improvements are either required to be completed by a certain date or with the construction of a certain phase. In exchange for this greater level of mitigation than would be required for individual buildings, the developer receives the certainty necessary to receive financing for the large scale infrastructure improvements needed to develop the large project.

If the intent of the necessity to require a new traffic study is to renegotiate transportation improvement requirements, then a text amendment should be considered to properly address the legal issues that would be raised if applied to previous approvals.

Agenda Item #2.h. Staff Report and Updates: Status of Pedestrian Access from Maryland Ave. Extension to MD355

Agenda Item #2.i. Staff Report and Updates: Status of Pedestrian/Bicycle Bridge over I-270

Project Update:

The staff recommendation for rejection of the bids received for the I-270 Ped/Bike Bridge project will be put on the Mayor and Council agenda for the October 4 General Session. Outlined below are the steps we are following to ensure that this project can be constructed using the TEA-21 funds allocated.

- A meeting was held with representatives from Concrete General to discuss their low bid. Their comments regarding pricing of materials and labor helped us to understand why the bids received were significantly higher than the Engineer's Estimate.
- Letters are being sent to all of the firms that purchased plans with a series of questions related to this project to help us determine what deterred them from submitting a bid. We will follow up with a phone call if warranted. This information will help us to restructure the bid for more competitive bidding during re-advertisement.
- A bridge design consultant has been retained to review the plans and cost estimate to make specific recommendations on cost saving measures that will bring the project cost in line with the funding available.
- Pre-fabricated bridge firms are being contacted to determine the feasibility and cost of installing bridges similar to those we install in City parks.
- The Engineer's estimate is being revised based on the current cost estimates and those of similar Montgomery County projects that have been bid since the cost estimate was prepared.
- If significant redesign of structures does not occur, which would create the need for extensive design and review time; we feel that we can have this project ready for re-advertisement in late January, 2005.

All of these have been discussed and approved by SHA and meet their requirements to insure that our funding is not in jeopardy.

Agenda Item #3. Review of Draft Memo re: Streetlight Maintenance

September 28, 2004

TO: Mayor and Council

FROM: Traffic and Transportation Commission

SUBJECT: Streetlight Maintenance

The Traffic and Transportation Commission is concerned about the lack of maintenance on streetlights serviced by PEPCO. The Commission brought this issue to your attention in 1990 (see Attachment 1). Since then the service has deteriorated even further.

While the Commission understands that the Public Works Department is currently burdened with many tasks, we view this as a serious safety issue for pedestrians and motorists that needs to be addressed. We request that the Mayor and Council provide the necessary resources so that the Department's staff, together with the City attorney, may investigate ways to improve the maintenance on PEPCO controlled streetlights within the City.

Areas the Commission believes are worthy of study include: 1) researching the possibility of creating partnerships to share maintenance and supply costs with other local governments through the Maryland Municipal League; and 2) investigating the feasibility of the City taking over the maintenance of the PEPCO controlled streetlights. Once various options are researched, the Commission will be in a position to make recommendations to the Mayor and Council on how to resolve this maintenance problem.

Agenda Item #4. Discuss Update of Neighborhood Traffic Control Guidelines

Agenda Item #5. City Accident Data

Accident Data Information Update

State Highway Administration is moving towards digital accident data format. City of Rockville's Transportation Department received its first copy last spring (2003) for accident listings in 2002. This new format allows the user to quickly scan the entire (county) database of accidents that have happened for that year.

Aside from easier data scanning, the new format also includes new menu decoders to help interpret codes used to describe conditions and other data gathered at the scene of each accident.

An SHA Accident Data representative mentioned that there are talks of converting accident data prior to 2002 into this new format, but it has not yet been confirmed.

Prior to the new CD format, City staff has had to manually look through pages of coded data to obtain accident information. The new CD system saves in time spent in research and decoding.

Along the lines of data management, the City is working with SHA on their Maryland Cooperative Centerline Program. This is a major project to encode Maryland road data with necessary information to make it ready for linear referencing. One of the advantages of linear referencing is enabling GIS users to readily convert tabular data into spatial map data for visualization purposes. Once all the streets have been coded, the accident data can be brought in with their locations mapped out. Rockville DOT has provided the State with all the necessary data for this project. No date has been set when this will be done, but the State is currently working on Montgomery County's street data. Rockville City data should be up next.

RC 042004